

Open Enrollment Has Begun!

Don't miss your chance to **make changes to your benefits!**

Open Enrollment is the only time you can change your health plan and add eligible dependents *without a qualifying event*. Early retirees (under age 65) may change to a lower coverage plan, as long as the employer offers that plan.

How long does Open Enrollment last?

November 4 – November 22, 2019

When do the changes become effective?

January 1, 2020

Do I have to do anything if I don't want to make any changes?

No, if you have no changes to your medical, dental and vision plans, your current enrollments will roll over to the next year.

Do I have to fill out any forms?

If you elect to change health plans, waive health coverage, or add/remove dependents from your medical, dental or vision plans; in these situations, you must complete the [MCSIG Change form](#) and submit it with the appropriate documentation to Human Resources before November 22, 2019.

Do I need to provide any documents?

If you add dependents to your coverage, you must provide supporting documentation for all dependents. The supporting documentation needed is based on the type of dependent you will be adding (copies, no originals):

1. Spouse: Certified marriage certificate and social security card 2.

Child: Certified birth certificate and social security card 3.

Domestic Partner:

- Same Sex: State Certificate of Registered Domestic Partners and social security card
- Opposite Sex: Please request [list of eligibility requirements](#) from your Employer Benefit Rep.

Who Do I call if I have questions about my plan benefits (deductible, coinsurance, etc.)? Call MCSIG Customer Service at (831) 755-8055 or (800) 287-1442.

Can I join the CompleteCare Reimbursement Program if I'm an Opt-Out?

If you are currently enrolled in a non-MCSIG plan, you may enroll in the CompleteCare Program or enroll in any of the other MCSIG plans offered through your employer.